

Seattle Permits

— part of a multi-departmental City of Seattle series on getting a permit

Pavement Restoration for Utility Service Connections

New utility service connections usually involve restoration of roadway pavement. ANY work in the right of way requires a permit from SDOT Street Use. A customer getting one or more utility service connections has the option to have the public or franchise utility installing the service connection do the pavement restoration or have a private contractor do the pavement restoration. Using a private contractor may be advantageous if a customer is getting several utility services installed. This CAM explains the process, and permitting and inspection requirements for pavement restoration for utility service connections that are done separately from the utility service installation by a private contractor.

Initiating a Utility Service Connection

When a customer needs a new utility service connection they contact the utility to initiate the process. If the customer wants a private contractor to do the pavement restoration, they must provide a separate pavement restoration permit to the utility service provider BEFORE the utility obtains a permit from SDOT Street Use to install the utility service connection. Customers who want to use a private contractor for pavement restoration are responsible for coordinating with the utility to find out when the utility needs this information to get their permit to complete the connection.

SDOT Permit Requirements

Public and franchise utilities obtain a Street Use over-the-counter (OTC) utility permit for all service connections. The permit covers the work required

for the service installation and the street restoration unless stated otherwise on the permit.

If the customer elects to use a private contractor to do the pavement restoration and not their utility service provider, the contractor must obtain a separate OTC pavement restoration permit. When the restoration is done by a private contractor, the pavement restoration permit must be obtained from SDOT Street Use PRIOR to the utility service provider obtaining the utility permit. The pavement restoration permit may be obtained online or in person at the SDOT Street Use Counter on the 23rd Floor of the Seattle Municipal Tower, 700 Fifth Avenue in downtown Seattle. Online permitting is located at http://www.seattle.gov/transportation/stuse_permits_online.htm.

The pavement restoration permit must be presented to the utility BEFORE the utility service provider applies to SDOT for a utility permit so that the utility permit references the pavement restoration permit number showing that a separate private contractor will be responsible for the permanent pavement restoration. If the utility service provider does not provide a permit number for the pavement restoration, the utility permit will state that the utility is responsible for the pavement restoration. Therefore if a private contractor is doing the pavement restoration they must provide a copy of their pavement restoration permit to the utility provider BEFORE the utility obtains the utility permit.

Service Connection Installation and Restoration

Each utility has their own schedule and time commitment to their customers for installing service connections. If a private contractor plans to do the pavement restoration they are responsible for coordinating with all appropriate utilities. Pavement restoration done by private contractors must be completed within 60 days

www.seattle.gov/transportation



City of Seattle
Seattle Department of Transportation
Gregory J. Nickels, Mayor Grace Crunican, Director

700 5th Avenue, Suite 2300
P.O. Box 34996
Seattle, WA 98124-4996
(206) 684-ROAD (7623)

after all utility service connections are installed at that location.

Pavement Restoration Contractor Requirements

A private contractor that wants to do pavement restoration for utility service connections must meet the requirements described in this section. The contractor must provide documentation that they have a valid City of Seattle Business License and Washington State Contractor License. They must submit a Certificate of Insurance for General Liability Insurance in the amount of \$1,000,000 to Keith Ayling in the Risk Management Division naming the City of Seattle as additional insured. The contractor must provide an executed bond with the City of Seattle in the amount of \$10,000 on the standard bond form provided by SDOT. Details and forms for submitting these materials can be found online at http://www.seattle.gov/transportation/stuse_docs.htm#Forms.

Pavement Restoration Permit Requirements

The permittee will need to provide the address where the restoration work will be performed and the pavement type, asphalt, concrete or asphalt over concrete base. If the new service is on an arterial street a traffic control plan must be submitted and approved prior to beginning work. Permittees should allow at least 15 days to obtain an approved traffic control plan.

The contractor must make a Job Start Notification Call to Street Use at least 48 hours before beginning work. The permit is not valid unless Street Use is notified that work is beginning. Starting work without a Job Start Notification Call will result in a penalty fee of \$300.

All aspects of the restoration must be completed in accordance with SDOT Director's Rule 2004-2, Street and Sidewalk Pavement Opening and Restoration and the City of Seattle Standard Plans and Specifications. The permittee will be required to provide material source and mix design information for all materials that will be used for the restoration. If the permittee is proposing to substitute an alternative material from the standard materials in the PORR they must get approval PRIOR to starting construction. The material source information for alternative materials should be submitted to Street Use for approval at least 10 days before you plan to start construction.

The Street Use inspector will at a minimum do the following inspections:

- Inspection of the exposed subgrade
- Inspection of the base material and placement
- Inspection during paving
- Final inspection
- Acceptance inspection

If the inspector is not notified to conduct these inspections the contractor may be required to provide laboratory or field test results from a certified materials laboratory to confirm that the installation meets city standards.

Side Sewer Pavement Restoration

Side sewer contractors that want to do their own pavement restoration must notify DPD that they will complete their own restoration at the time they obtain their permit. A side sewer contractor will not need to get a separate pavement restoration permit when they are doing restoration only for the side sewer opening, however, they will be required to meet all other requirements listed in the previous section for submittals, traffic control and inspections. A side sewer contractor will be required to get a pavement restoration permit if the restoration will include permanent restoration for other service connections. Side sewer contractors are also required to notify their Street Use inspector when they will be backfilling the excavation. Full time inspection of backfilling is required for side sewer permits when the restoration is done by the contractor and not SDOT. If the side sewer contractor does not choose to do their own pavement restoration, the Street Use inspector will contact SDOT Street Maintenance to complete a work order for backfilling and pavement restoration and the permittee will be billed for the cost of this work.

Permit Fees

An issuance fee of \$101 will be collected at the time a pavement restoration permit is issued. The permittee will also pay a deposit of \$450 for inspection. The actual inspection charge will depend on the number of inspections required for the job. The permit holder will get a refund for any unused inspection deposit after the restoration is accepted. If additional inspection time is required the permittee will be billed at the rate of \$150 per hour.